

 <p>MISSOURI DEPARTMENT OF HEALTH AND SENIOR SERVICES CHILD AND ADULT CARE FOOD PROGRAM</p> <p><b>AT-RISK AFTER SCHOOL PROGRAMS POLICY &amp; PROCEDURE MANUAL</b></p>	ISSUED	REVISED	CHAPTER	SECTION
	12/11	3/12	8	8.8
CHAPTER Chapter 8 The Monitoring Visit		SUBJECT Termination and Disqualification		

If an independent center or sponsoring organization (responsible for two or more centers) has not taken timely action to fully and permanently correct serious deficiencies noted from a monitoring review, the Missouri Department of Health and Senior Services – Bureau of Community Food and Nutrition Assistance (MDHSS-BCFNA) will notify the center’s or sponsor’s executive director and chairman of the board, and the responsible principals and responsible individuals that MDHSS-BCFNA is proposing to terminate the center’s or sponsor’s contract and to disqualify the center, sponsor, responsible principals and responsible individuals from future participation in the CACFP. The notice of proposed termination will include the basis for the proposed termination, an explanation that, if the center or sponsor voluntarily terminates the contract after receiving notice of the proposed termination, the center/sponsor and the responsible principals and the responsible individuals will still be disqualified, and the procedures for seeking an administrative review (appeal hearing). A center or sponsor will have 15 days from the date of notice of the proposed termination to request an administrative review. See chapter 10 for more information on appeals.

When the time for requesting an administrative review expires, or when the Administrative Hearing Official (Appeal Officer) upholds MDHSS-BCFNA’s proposed termination and disqualification, MDHSS-BCFNA will notify the center’s or sponsor’s executive director, chairman of the board, responsible principals or responsible individuals that the contract has been terminated and that the center/sponsor, the responsible principals and responsible individuals have been disqualified.